

SECURE FTP CONNECTION INSTRUCTIONS



1. Download, install and open an FTP client program, like Filezilla from <http://filezilla-project.org/>
2. Choose Site Manager from the File menu. see figure 1
3. Click the New Site button on the bottom left see figure 2
Host: ftp.flexdigital.com
Port: 22
Srvertype: SFTP – SSH File Transfer Protocol
Logontype: Normal
User: creative
Password: creative
4. Click the Connect button at the bottom left
5. If you see a message about an Unknown host key, check the “Always trust this host” check box and click OK. see figure 3
6. Once connected, you should see a window in the bottom right that shows a directory structure. There are 2 main folders: “To FlexDigital” and “From FlexDigital.” If you’re downloading a file from us, choose the “From FlexDigital” folder. If you’re uploading a file to us, choose the “To FlexDigital” folder. Feel free to create a new directory/folder with your name or your project name to keep your files organized.
7. To move files, simply drag and drop them from your computer to the correct folder in that window, or from the Filezilla window to your computer.

Happy FTPing!

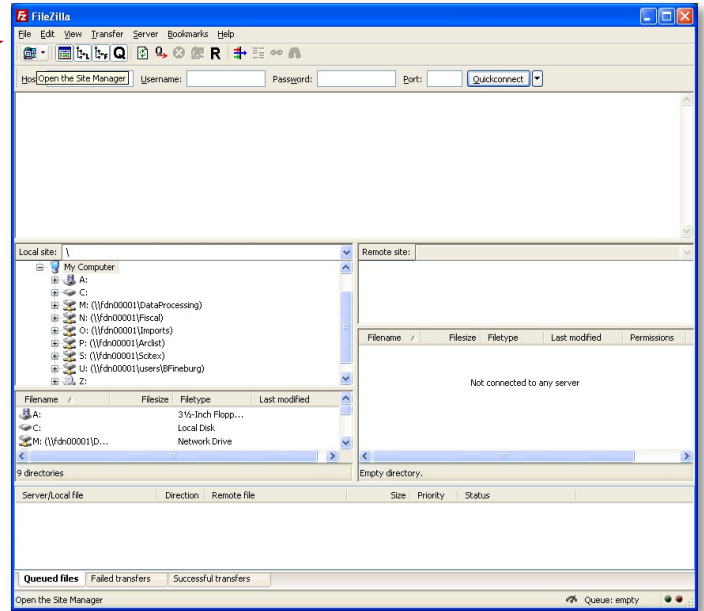


Figure 1

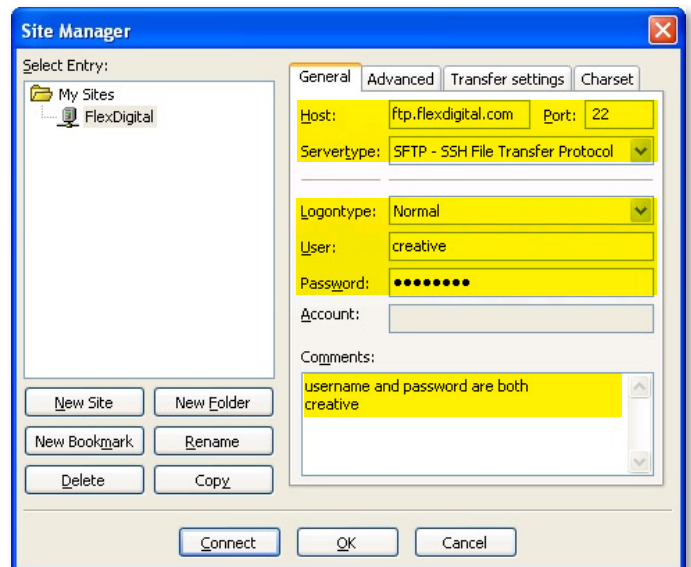


Figure 2

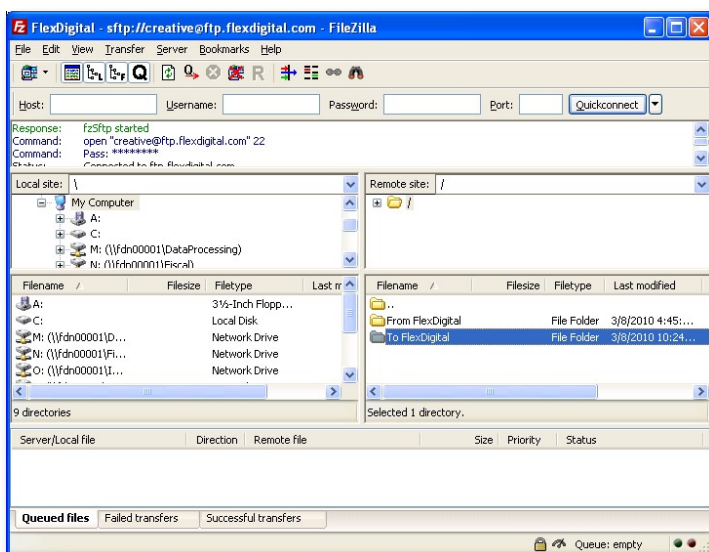


Figure 4

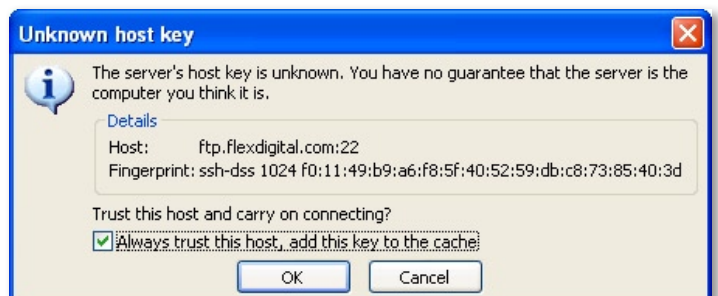


Figure 3